

**DELAWARE DEPARTMENT OF JUSTICE  
JOB OPENING**

**Opening Date: October 17, 2019    Closing Date: November 7, 2019**

**DEPUTY ATTORNEY GENERAL  
Civil Division, Health and Public Safety Unit, Kent County**

**Description of Duties:**

The Department of Justice (“DOJ”), Civil Division, Health and Public Safety Unit seeks a Deputy Attorney General (“DAG”) to serve as general legal counsel to the Delaware Department of Correction (“DOC”), which includes the Commissioner and the DOC’s Bureaus - Prisons, Community Corrections, Healthcare, and Administrative Services.

The DAG in this position will work collaboratively with the other DOC DAG to advise the agency on correctional legal issues, including compliance with applicable constitutional, statutory, and regulatory requirements as well as professional guidelines and standards; prepare responses to court inquiries and motions relating to sentence modification, medical care, programming and good time calculations; assist with contract negotiation and drafting; assist with policy review; train correctional and probation and parole officers on legal issues; prepare responses to subpoenas and FOIA requests; draft and advise on legislation; advise on labor and human relations issues; and litigate significant matters in civil and criminal cases.

Experience and/or familiarity with correctional and criminal law, legislative drafting, contract drafting and negotiation, and contract/settlement compliance monitoring is preferred but not mandatory. While this is primarily a general counsel position, the applicant should have litigation experience and the ability to take a lead role in litigation matters in state and federal court.

The applicant should have excellent written and oral communication skills, the ability to identify operational issues and work with DOC staff to resolve those issues promptly and proactively. The applicant should have the ability to research accurately and effectively. The applicant must have or be able to develop a good working relationship with DOC officials, other Deputy Attorneys General, support staff, and Court personnel. The applicant must have the ability and determination to learn and apply the relevant laws and court rules.

**Internal applicants should submit an updated resume or summary of work experience to the Director of Human Resources.**

**External Applicants: In order to be considered for this position, external applicants must submit Resume and the Delaware Department of Justice Application (please see link):**  
**<http://attorneygeneral.delaware.gov/executive/hr/job-application/>**

**OR external applicants can mail Resume and the Delaware Department of Justice Application to: Delaware Department of Justice, Human Resources, 820 N. French Street, 6<sup>th</sup> Floor, Wilmington, DE 19801, OR E-mail to: DOJHR@delaware.gov OR Fax to: 302-577-5866. EOE.**